Maine Emergency Management Agency Fiscal Year 2011 Homeland Security Grant Program Quick Reference for NIMS Compliance

October 2011

- As of October 1, 2010 all jurisdictions/agencies must certify compliance with FY2010 NIMS requirements in order to be eligible to receive federal funding for preparedness activities. Preparedness grants include, among others, the Homeland Security Grant Program.
- A County can be considered compliant even if all the towns within the county are not.
- A County or town needs to be compliant for the first responder organizations within the town to be eligible for grants.
- There are five essential elements for compliance:
 - Adoption of NIMS by the jurisdiction through Proclamation, Resolve, Ordinance, or other means of local government recognition
 - Development and adoption of an Emergency Operations Plan (EOP) for the jurisdiction that meets NIMS criteria
 - Registration and completion of the National Incident Management System Capability Assessment Support Tool (NIMSCAST).
 - Training of personnel to the appropriate levels of Incident Command System (ICS) training as outlined in the <u>NIMS-ICS Minimum Training Requirements for Maine</u>, attached to this document..
 - Ensuring the inventory and typing of emergency response equipment to national standards (to include Public Works assets)
- With regard to the training requirements, if the necessary training has been provided to an
 organization and the vast majority of personnel in that organization have completed the
 training, then that organization can be considered to have met the training requirement.
 Put another way, one or two "unqualified" personnel do not disqualify the whole
 organization.
- School Districts/Unions and hospitals are considered by MEMA to be regional assets and will come under the qualifying umbrella of the County in which they are located.
- Red Cross Shelters are part of the State's overall sheltering program and will come under the State's umbrella.
- Local shelters are part of the County's overall sheltering program and will come under the County umbrella.
- The use of the FEMA IRIS online tool is not required for Resource Typing. Any written
 method (Excel spreadsheet, etc.) is acceptable as long as the Municipality can identify the
 Resource Category (Ex: engine, Fire (Pumper), Equipment Type (Type I, II, III, or IV), and
 quantity.
- FEMA's website for NIMS typing: <u>http://www.fema.gov/emergency/nims/ResourceMngmnt.shtm#item4</u>

Recommended ICS Training Requirements for Maine NIMS Compliance FY 2012

Discipline	IS 800	IS 700/100	IS 200	ICS 300	ICS 400	<i>IS</i> 701	<i>IS</i> 702	<i>IS</i> 703	IS 704	Notes
Senior Local/County Appointed/Elected Officials (note 1)										G402/191
Local Emergency Management Director	X	X	X			X		X	X	8
County Emergency Management Director	X	X	X			X		X	X	8
Public Works Director		X	X							
Public Works/Road Commissioner		X								
School/Campus Emergency Team Leaders	X	X	X							2
School/Campus Emergency Team		X								7
Public Utilities Management		X	X							3
Public Utilities Worker		X								
Hospital Emergency Response Team HERT		X	X							4
EMS Dept Heads/Deputies		X	X	X	X			X	X	8
EMS Supervisors		X	X							
EMS Technicians/Operators		X								
State/County/Local Law Enforcement Dept Heads/Deputies		X	X	X	X			X	X	8
State/County/Local Law Enforcement Supervisors		X	X							
State/County/Local Law Enforcement Officers		X								
Fire Service Dept Heads/Deputies		X	X	X	X			X	X	8
Fire Service Supervisors		X	X							
Fire Service Firefighters		X								
DST/RRT HAZMAT Technicians		X	X	X						5
DST/RRT HAZMAT Operations/ Responders		X	X							
MACC/EOC Management	X	X				X				706/775/191
MACC/EOC Staff		X								
IMAT Level III/IV	X	X	X	X	X	X		X	X	Position Specific
Public Information Officers/Designees		X					X		X	6
Communication Center Supervisor and Deputy Supervisor		X								

Note 1:	All elected/appointed	officials charged	with general	policy development

- Note 2: Includes at a minimum the Principal and Assistant Principal
- **Note 3:** Includes water and sewer districts
- Note 4: Recommended by the Regional Resource Centers
- Note 5: Technicians not expected to fill a Command Staff or General Staff position are not required to take ICS 300
- **Note 6:** IMAT personnel are required to take additional courses (ICS all hazard position specific) depending on their Type and level of Incident Management responsibility
- **Note 7:** School/Campus EM personnel with a **critical/leadership role** in facility emergency response although it is recommended **leadership personnel that may act** *in absence of first responders* should additionally complete ICS 300 & ICS 400.

Note 8: EMA Directors, MACC/EOC Management and Staff, IMAT Level III/IV Staff, Public Works Directors, Chiefs/Deputies of full-time Fire Departments, Chiefs/Deputies of County level law enforcement agencies and full-time police departments with 15 or more full-time officers, EMS Agencies with more than 15 full-time personnel.

The information provided below, comes directly from the National Integration Center (NIC) and is included to provide additional clarification for the requirements outlined above and to assist in making any training related decisions that have not been addressed.

IS-700: National Incident Management System (NIMS), An Introduction

Audience

All personnel with a direct role in emergency management/response must complete NIMS IS-700, including:

Executive level – political and government leaders; agency and organization administrators and department heads; personnel that fill ICS roles as unified commanders, Command Staff, or General Staff in either area command or single incidents; senior MACS personnel; senior emergency managers; and emergency operations center Command or General Staff.

Managerial level – agency and organization management between the executive level and first-level supervision; personnel who fill ICS roles as Branch Directors, Division/Group Supervisors, Unit Leaders, technical specialists, strike team and task force leaders, single resource leaders, and field supervisors; midlevel MACS personnel; EOC Section Chiefs, Branch Directors, Unit Leaders, and other emergency management/response personnel who require a higher level of ICS/NIMS training.

Responder level – emergency response providers and disaster workers, entry level to managerial level, including emergency medical service personnel; firefighters; medical personnel; police officers; public health personnel; public work/utility personnel; and other emergency management response personnel.

IS-800: National Response Framework (NRF, An Introduction

Audience

All Federal, State, Tribal and local emergency management/response personnel whose primary responsibility is emergency management must complete this training. Specifically, officials who must take the course include:

Personnel in Federal departments and agencies with emergency management and incident response responsibilities under the NRF.

Officials in State and Territorial governments with emergency management and incident response responsibilities, personnel from emergency management agencies, and personnel from agencies who support and interact with the NRF's 15 Emergency Support Functions and Support Annexes.

Officials in tribal entities and local jurisdictions with overall emergency management responsibilities as dictated by law or ordinance, officials with overall emergency management responsibilities through delegation, and officials primarily involved in emergency planning.

ICS-100: Introduction to the Incident Command System

Audience

It is incumbent upon Federal, State, tribal, and local emergency management/response personnel who within their organizations requires ICS-100 training, based on local incident management organizational planning.

Responder level – emergency response providers and disaster workers, entry level to managerial level, including emergency medical service personnel; firefighters; medical personnel; police officers; public health personnel; public work/utility personnel; and other emergency management response personnel.

Typically, all Federal, State, tribal, local, private-sector, and non-governmental personnel at the following levels of responsibility in emergency management and incident response operations: first-line supervisor, mid-level management and command and general staff.

ICS-200: ICS for Single Resources and Initial Action Incidents

Audience

It is incumbent upon Federal, State, tribal, and local emergency management/response personnel to determine who within their organization requires ICS-200 training, based on local incident management organizational planning.

Typically, all Federal, State, tribal, local, private-sector, and non-governmental personnel at the following levels of responsibility in emergency management and incident response operations: first-line supervisor, mid-level management and command and general staff.

ICS-300: Intermediate ICS

Audience

Federal, State, tribal and local emergency management/response personnel determine who within their organizations requires ICS-300 training, based on local incident management organizational planning.

Typically, required personnel include all mid-level management, Federal, State, tribal, local, private-sector, and non-governmental personnel including persons serving as command staff, section chiefs, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multi-agency coordination system/emergency operations center staff.

It is recommended that ICS-300 participants utilize their skills in an operational environment before taking ICS-400. This will provide necessary context and understanding of the skills they will develop when they take ICS-400.

ICS-400: Advanced ICS

Audience

Federal, State, tribal and local emergency management/response personnel determine who within their organizations requires ICS-400 training, based on local incident management organizational planning.

Typically, required personnel include all Federal, State, tribal, local, private-sector, and non-governmental personnel including persons serving as Command and General Staff in an ICS organization, select department heads with multi-agency coordination system responsibilities, area managers, emergency managers, and multi-agency coordination system/emergency operations center managers.

It is recommended that ICS-300 participants utilize their skills in an operational environment before taking ICS-400. This will provide necessary context and understanding of the skills they will develop when they take ICS-400.